



REQUIREMENTS FOR CLEARANCE OF TITLE ON VEHICLE SOLD FOR GARAGE KEEPER'S LIEN

To obtain a title after an auction to enforce a garage keeper's lien, the following documents must be submitted to the DC Department of Motor Vehicles:

- Signature on the affidavit below by lien claimant or his/her agent having knowledge of the facts.
- A copy of the bill for repairs incurred by the registered owner within the District of Columbia. All storage charges must be stated separately and cannot exceed \$270.
- Proof that notice was provided to the registered owner and to all other lien holders or other interested parties, as required by D.C. Official Code § 40-102(a) (2001).
- A copy of the advertisement in a District of Columbia newspaper that states the vehicle will be sold at public auction, with certification from the newspaper that such advertisement appeared once a week for 3 consecutive weeks in the newspaper.
- A Bill of Sale from a licensed auctioneer in the District of Columbia indicating the sale price.
- An application for Certificate of Title, executed by purchaser of the vehicle.
- Any license plates, title(s), previous bill(s) of sale or registration cards for the vehicle, if available.

DC DMV Locations: (check the box corresponding to your location)

Southwest Center 95 M Street, SW Tuesday – Saturday 8:15 am – 4:00 pm <input type="checkbox"/>	Brentwood Square 1233 Brentwood, Road, NE Monday – Friday 10:00 am – 6:00 pm <input type="checkbox"/>	Penn Branch Shopping Center 3214 Pennsylvania, Avenue, SE Monday – Friday 8:15 am – 4:00 pm <input type="checkbox"/>
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Initial Steps in Enforcing Garage Keeper's Lien (as provided in D.C. Official Code §§ 40-102 and 103)

- a. A written notice must be delivered personally or by registered mail to the titleholder, all lien holders shown on the Certificate of Title or registry, and all persons known to have any interest in the vehicle. The written notice must state that the lien is claimed, the amount and particulars of the charges, and must demand payment. For each day after notice was sent, a storage charge of \$3 per day may be added to the claim. The total storage costs shall not exceed \$270.
- b. If the amount is not paid within 30 days after giving notice, the vehicle may be sold at public auction to enforce the lien. Notice of the sale must appear in newspaper published in the District for 3 successive weeks. The advertisement must state the date, time and place of sale, which shall not be less than 15 days from the date of the first publication of such notice, that the purpose of the sale is to satisfy a lien, the amount for which lien is claimed, the name of all interested parties, and a description of the vehicle, including the make, type, year and model number, serial number and the vehicle identification number (VIN), if any, and state or DC license plate number and year.

Sale Information:

Proceeds of Sale: \$ _____

Amount of Lien: \$ _____

Cost of foreclosure sale:

Registered Letter Fee	Newspaper Advertisement Cost	Auctioneer's Fee	Storage Cost from Date of Sale	Other Cost	Total Cost of Lien and Foreclosure Sale	Excess or Deficit Totaled
\$	\$	\$	\$	\$	\$	\$
\$	\$	\$	\$	\$	\$	\$

Any excess funds were applied (to the extent available) as follows: \$ _____ to the garage keeper lien holder,
\$ _____ to the following lien holders (if any) in the following amounts:

(If insufficient space, please use another sheet of paper and submit it with this form), \$ _____ (not to exceed \$120) to the garage keeper lien holder for storage charges in excess of \$150, and \$ _____ to the owner, in accordance with D.C. Official Code §§ 40-104 & 105. Such funds were sent by registered mail on the _____ day of _____, 20 __, as per registered receipt (attached).

AFFIDAVIT

_____, affiant attests that he/she is, or is an agent of, _____, the garage keeper lien holder, and that a (describe vehicle): _____ was purchased by _____, purchaser, in connection with the enforcement of that lien on that vehicle.

Affiant requests that the D.C. Department of Motor Vehicles issue a Certificate of Title for said vehicle to purchaser and to refrain from showing any lien on that certificate, except as may be disclosed in the purchaser's application for title.

Affiant further attests that:

1. The enforcement of the lien and application of proceeds was in accordance with D.C. Official Code § 40-102 *et seq.*;
2. The lien holder repaired, stored and/or furnished supplies concerning the vehicle in the District of Columbia in the amount of \$ _____, as itemized on the attached bill; and
3. The lien holder obtained possession of the vehicle on the _____ day of _____ 20__.

I attest, under penalty of law, that the statements made herein are true and correct to the best of my knowledge, information and belief.

Signature: _____ Date: _____